

Approved, Sept. 12, 2023

TOWN OF FERRISBURGH
DRAFT MINUTES OF MEETING OF THE BUILDING MAINTENANCE COMMITTEE
Tuesday August 22, 2023 @ 5:30 pm
Held at Town Offices

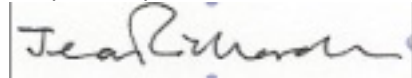
Members Present: Red Muir, Jean Richardson, Rick Kerschner, Silas Towler, Carl Cole, Craig Bunten

Also Present: Lindsey Brown, Ashley LaFlam, and Miles Jenness (by phone)

1. The Committee was called to order by Red at 5:30 pm and quorum determined
2. **Minutes** of July 11, 2023 were approved on **MOTION** of Rick, seconded by Craig. Motion passes. **MOTION** by Jean, seconded by Rick to amend the Agenda to move item 8, UMH, to item 3 since Miles will be on the phone from France. Motion passes.
3. **UMH Updates:** Ashley presented a report: *The NPS has approved the structural, tower, and trim repair work with only the stipulation that they see and approve the slate before they are installed. The review process is now in the State's hands and Ashley will continue to follow-up with them all until we receive full approval. Committee reviewed the estimates provided by Miles. Silas and Carl asked for clarification on the snow belt. Exposed piece will still be only 2 feet. Red asked for clarification on contingencies. These are built into estimates. Miles hopes to start work on roof in late spring 2024.
 - * Ashley continues to work with Miles and Rick on final estimates for roof work. FUMH will have two contracts to keep it simple for accounting purposes because the tower/trim work cannot be funded by PTV funds. Both can be funded by NPS or private funding.
 - * Ashley has continued to work with PTV and NPS to finalize the last of the details for the contracts so that everyone understands the disbursement process. FUMH believes that once an invoice is submitted, it will take 3-7 business days to receive funding. Contracts will be reviewed by Town Attorney prior to Selectboard signature.
 - * Once full approval is received for the structural work FUMH will begin finalizing the front deck proposal and submitting that to the NPS for review.
 - * Second Exit door is swollen shut but should be fixed by next week.
 - * Bricks taken from UMH need to be moved off site to preserve them. Committee agrees that Ashley should contact John Bull and have them removed and stored at Town sheds.
 - * Trees on the Green. The trees need careful arborist review for safety reasons for public. **Red will contact the Tree Warden and organize an onsite detailed inspection and plan of action.**
 - *UMH windows funding. Ashley provides total amounts of funds spent and expected to be spent for windows repair, and again requests funds from Taylor Foundation for FUMH to use on other grants. Silas and Carl express concern that the Town must retain all Taylor Foundation funds for windows repair, including storm windows which will increase in cost over time. The building committee has confirmed this previously. Carl will talk to Jim Hunt and find out how the work is going and Jim's estimated schedule. The present Rift Cut Contract runs to November 30th. Would be nice to get windows finished this Fall if possible.
4. **Town Hall Floors:** Discussed procedures in place for floor work. Danaher may be behind schedule, but Silas is keeping in touch. Movers will start September 7 as planned. Public meetings will be held at UMH while floors are being done. Ashley has dates.
5. **Town Offices:** Slate Roof Report. Committee discussed the Report from Blackrock Slate. **Jean will request an estimate for slate and chimney cap work.**
6. **Brown Church:** * Water damage from storms. Red has arranged for Road crew to remove some shrubs and deal with foundation water damage.

- Slate Roof Report: Committee discussed Blackrock Slate Report. **Jean will contact them for estimate for minimal slate repair.**
 - Septic- Road crew will dig out septic and have Clark come and pump it and assess condition.
 - Stained glass windows- Paul Hoffman requests that we salvage two windows of religious significance. Red will ask Maxine Davis if she can find replacement glass. Rick also has a stained-glass contact.
 - Now that Paul has removed all he needs for church we will meet on site and determine how to deal with remaining stuff. Hold our next meeting at Brown Church.
7. **Fire Station Windows:** Committee reviewed two Estimates for windows work; Clover State, \$20,920, and BDB Construction, \$26,680.98. **MOTION** to recommend Clover State and forward both estimates to Selectboard, made by Jean, seconded by Rick. **VOTE:** All in Favor.
 8. **Radon Reports:** Jean reported that we had received the free Radon Reports from the State. These tests covered basements and first floors of both Town Offices and Brown Church buildings. Tests showed detect levels but at very low levels. No issues. Pam has a file on record in office.
 9. **New Business:**
 - New Lights:** Red reported that RCI has completed initial work on updating lights and presents the invoice dated August 22, 2023 for \$3,000.
 - Septic System, Town Center:** Carl reported that Otter creek is still waiting for state approvals on funds spent. Carl is working on evaluating excess capacity potential to help UMH.
 - UMH Front Door:** presently on hold.
 10. **Next Meeting: TUESDAY September 12, at 5:30 pm at Brick Church**
 11. Meeting adjourned at 6:50 pm on **MOTION** of Carl, seconded by Silas. Motion passes.

Respectfully Submitted



Jean Richardson, Committee Clerk.